

MINUTES OF THE REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF METTAWA, ILLINOIS, HELD AT THE HOUR OF 7:30 P.M. ON AUGUST 15, 2017 IN THE SAVANNA ROOM OF THE HILTON GARDEN HOTEL, 26225 N. RIVERWOODS BOULEVARD, METTAWA, ILLINOIS

A. CALL TO ORDER

Mayor Urlacher called the meeting to order at 7:30 p.m.

B. ROLL CALL

Upon a call of the roll, the following were:

Present: Trustees Bohm, Brennan, Maier, Pink, Sheldon and Mayor Urlacher

Absent: Trustee Towne

Mayor Urlacher declared a quorum present.

Also present: Bob Irvin, Village Administrator; Sandy Gallo, Village Clerk; Scott Anderson, Representative of the firm of James Anderson Company; Village Attorneys Greg Smith and Jim Ferolo of Klein Thorpe & Jenkins, Ltd.; Village Treasurer, Pam Fantus

C. APPROVAL OF MINUTES:

Board Meeting Minutes: July 18, 2017

The Village Board meeting minutes were reviewed. Trustee Maier moved and seconded by Trustee Brennan that the minutes of the Board Meeting of July 18, 2017 be approved and be placed on file.

Upon a call of the roll, the following voted:

Aye: Trustees Bohm, Brennan, Maier, Pink and Sheldon

Nay: None

Absent: Trustee Towne

Mayor Urlacher declared the motion carried.

D. APPROVAL OF BILLS

1. Bills Submitted for Payment

Trustee Maier reported the new total amount for payment is \$195,997.85.

Trustee Maier said 4 invoices have been added to the report; Perfect Cut Tree Service for \$10,000; B&F Construction in the amount of \$1,475.20; HGI room expense for July \$1,100; and Howe Security for \$7,273.11.

It was moved by Trustee Maier and seconded by Trustee Brennan to approve payment of the bills.

Upon a call of the roll, the following voted:

Aye: Trustees Bohm, Brennan, Maier, Pink and Sheldon

Nay: None

Absent: Trustee Towne

Mayor Urlacher declared the motion carried.

E. TREASURER’S REPORT

Presentation of the Treasurer’s Summary Report for the Month of July 2017.

It was moved by Trustee Brennan seconded by Trustee Bohm that the Board acknowledges receipt of the July 2017 Treasurer Summary Report and it be placed on file.

Upon a call of the roll, the following voted:

Aye: All

Nay: None

Absent: Trustee Towne

Mayor Urlacher declared the motion carried.

F. PUBLIC HEARING

G. COMMUNICATIONS AND PETITIONS FROM THE PUBLIC

Resident, Dr. Rich Fantus (14253 W Riteway Road) said he would like the Village to enforce the Village code on the manure stock piling on Lot 1 in the Shadowbrook Farm subdivision. Dr. Fantus presented a picture of the current state of the manure pile on Lot 1.

H. COMMISSION AND COMMITTEE REPORTS FOR DISCUSSION, CONSIDERATION AND, IF SO DETERMINED, ACTION UPON

1. Finance Committee

a. Update on Village Property Tax Rebate Program

Trustee Maier stated Village Treasurer Fantus has received 62 applications for the 2015 Tax Rebate program. One application has been rejected due to the fact the resident did not qualify. The application submission is due October 2nd. Trustee

Maier said an email blast will be sent to remind residents to complete their application.

b. Update on FY2016-17 Audit

Trustee Maier said the Audit is still on track to be completed by the end of September. Trustee Maier indicated the Auditors are currently waiting for two reports to be received from the bank regarding collateralization.

c. Other Matters

2. Public Works Committee

a. Update on Potential Water Main Extensions

Trustee Sheldon presented Public Works Committee report in absence of Trustee Towne. Trustee Sheldon said The Village of Libertyville and Lake County are due to provide water main extension information and cost details. Village Administrator Irvin said Mettawa is waiting for the detail proposal indicating the connection and the associated cost the residents would endure to connect to the Libertyville water main.

b. Update on the Village Street Lighting Study

Trustee Sheldon said the Village street lighting study estimate has resulted in approximately \$11,000. Trustee Sheldon added the project cost is higher than anticipated but the true matter at hand is to guarantee the safety of the residents if a street corner requires a light to be installed. Village Administrator Irvin said the initial assessment of the identified County roads being considered to add arm poles to the existing light pole was inaccurate. Three of the identified light poles require a transformer box resulting in a higher installation expenses than anticipated. Trustee Sheldon suggested the next possible step is to hear from the residents if they are interested in light fixtures within the identified locations.

Resident Dr. Rich Fantus (14253 W. Riteway Road) asked how the three corners were selected as locations requiring lighting. Mayor Urlacher said the locations were determined through Committee and as entrances to subdivisions within the Village. Trustee Sheldon added these locations have experienced illegal dumping due to the darkness of the location. Village Administrator Irvin said these lights would add County consistency in providing lighting on Lake County roads.

Trustee Sheldon said the next steps will be for Committee to study the street lighting project furthermore to determine if the additional lighting is a feasible task.

c. Update on Amending SSA#3 to Support Road Repairs

Village Administrator Irvin said discussions have been held with Hamilton Partners regarding the shortage of funding creating limitation on the road repairs. Village Administrator Irvin and the Mayor will have another meeting with Hamilton Partners to explore alternatives handling the road repair costs.

d. Update on Culvert Replacement and Drainage Projects

Trustee Sheldon said Village Engineer Anderson has started clearing-out the Riverwoods Boulevard and Bradley Road trail in preparation for the Village Engineer Anderson to draw-up the plans to resolve the drainage. Trustee Sheldon said the Village Engineer has also started to clear the ditches on Old School Road which are also in need of repair. Village Engineer Anderson added the Buell's driveway repair will commence once the resident confirms his questions have been answered. The repair will be disruptive to the owner disabling him from entering his driveway for about 10 hours.

Trustee Brennan said a ditch on Little St. Marys Road by the Swift's residents is clogged and it urgently requires to be cleared to enhance the water flowing to drain properly. Village Engineer Anderson said the ditch was originally cleared but they will stop by to determine the issue.

e. Recommendation to Authorize Anderson Engineering to Draft Plans and Cost Estimate for the Replacement of the Culvert on Mettawa Lane

Trustee Sheldon said the Committee would like to recommend Anderson Engineering to draft plans and estimates for Mettawa Lane to address the issues experienced due to the culvert being broken off.

f. Other Matters

3. Parks and Recreation Committee

a. Update on Oasis Park Stewardship Request for Proposals

Trustee Bohm presented Park and Recreation Committee report for Trustee Sheldon. Trustee Bohm said the Committee received the stewardship draft from Jay Womack on the proposed program for the Oasis Park. Trustee Bohm will be meeting with Mr. Womack to discuss the detail of his proposal prior to his attendance at the next Parks and Recreation meeting in September.

b. Recommendation to Approve a Proposal from Tallgrass for Oasis Park Maintenance in the Amount of \$8,820

Trustee Bohm said the Tallgrass invoice is a one-time stewardship treatment to address the Oasis Park continuous treatment for the invasive plants, herbicide the location in addition the native plants will be cut back. This one-time maintenance is being completed in the interim while the Oasis Park long term plans goes out to bid. Trustee Sheldon said this maintenance being completed by Tallgrass was required by Storm Water Management.

c. Update on Trail Drainage Issues

Trustee Bohm said the blacktop being removed was dug-up and requires several loads to be hauled away.

d. Update on the Take Over of Mettawa Trail in the Deerpath Farm Subdivision

Trustee Sheldon said the Deerpath Farm covenant included if the Mettawa trail is extended in both directions the Village would resume ownership of the trail. The trail is a public trail. Village Administrator Irvin said the Mettawa trail SSA#8 built the trail; SSA#9 captures the maintenance for the trail. Trustee Sheldon said she would like to table this agenda item for next month to allow Deerpath Farm to review their HOA cost of mowing this trail as oppose to paying the prevailing wages rates with Forest Builders if they took over the maintenance.

Village Attorney Ferolo will review the covenant Deerpath Farm holds with the Village to better understand the takeover of ownership change of the trail maintenance.

e. Update on the Communication from Residents Regarding Lake Forest Oasis

Trustee Bohm said the Village received a communication from a number of residents listing their various concerns regarding the Oasis Park. Mayor Urlacher said he and the Village Administrator Irvin have been working to meet with the State Representative and IDOT to addresses some of the Village's concern. Village Administrator Irvin said some issues have been address at the Lake Forest Oasis. The Tollway has placed shields on the lights to reduce the amount of the light dispersing outward. No parking signs have been posted at the employee lot. No parking signs on the Oasis ramp have also been posted to reduce sound.

Trustee Maier said ten years ago he was part of the homeowners who were interested in having a sound wall be built at the Oasis Park. The Tollway's reply was the Village did not have the density trigger to qualify for the wall.

f. Update the Potential Improvements to the Route 60 Medians.

Trustee Bohm said the Committee is discussing adding a variation of plants and vegetation to the Route 60 median which currently only has weeds. Trustee Sheldon said Parks and Recreation is looking for a proposed drawing on the type of perennial plants or grasses that should be tested in the current grassy median prior to digging out the cement on Route 60.

g. Update on Additional Mowing on Route 60

Trustee Bohm said Trustee Sheldon requested TGF Enterprise to mow a path around various locations on Route 60 that required maintenance.

h. Recommendation for Herbicide Spray at Riverwoods Boulevard and Bradley Road by Forest Builders in the Amount of \$500

Trustee Bohm said Forest Builders will be spraying a herbicide within the area that was cleared on Riverwoods Boulevard and Bradley Road trail to continue to treat the location to better determine the drainage issue.

Trustee Maier asked if the herbicide spray was bee friendly due to the number of beehive owners within the Village. Village Engineer Anderson said the herbicide spray is equivalent to Round up.

i. Other Matters

4. Safety Commission

a. Status and Activity Update

Trustee Pink said due to the recent Village Newsletter a number of residents in Deerpath Farm have requested the red sign address number.

Trustee Pink said she is currently working on horse crossing striping and signage within the Village to safely allow horse owners to cross the street. Trustee Pink said the street striping will be completed for the two newer horse stables that require striping and signs to be posted. Village Engineer Anderson said there are two ways of striping the streets. The thermo-plastic is the longer term style of striping the road; however, the pricing is extremely higher than painting. Painting the stripes would require yearly maintenance. Mayor Urlacher suggested the striping be painted until the road is repaired and finalized to later complete the striping using thermo-plastic.

Trustee Pink said the two stables receiving the new signs and striping are Corporate Way and Always Faithful. Corporate Way crossing would occur on Riteway Road and Old School and Always Faithful would be Bradley Road and Old School Road.

Village Engineer Anderson added Corporate Way’s striping would be better served on Old School Road due to the trail access is straight away. However, there is a ditch prior to walking on the trail which should be evaluated and be part of the final location conclusion.

b. Other Matters

Resident Liz Leonard said she travels a number of times a day west on Route 60 and turns onto Riverwoods Boulevard. This corner has experienced a high number of accidents. Ms. Leonard has asked can the Village post a sign or speak with the County to address this corners high count of accidents. Village Administrator Irvin will speak with Tollway Authority, Rocco Zuccherro regarding reviewing the recorded accidents and what can be done to reduce ongoing accidents.

Resident, Dr. Fantus (14253 W. Riteway Road) presented a program that the American Surgeons and others associated medical groups have created to train residents to be first responders to address acute hemorrhaging which is currently resulting as the leading cause to deaths. The program is called “Stop The Bleed.” Dr. Fantus would like to offer this program to the Village residents.

5. Zoning, Planning and Appeals Commission Report

a. Update on the July 26th Workshop Meeting

Village Attorney Ferolo said the ZPA Committee has held 5 workshops reviewing and discussing the 12 text amendments. The last meeting was held on July 26th. Village Attorney Ferolo stated the next step will be to present the proposed amendments changes to the residents at the public hearing on September 5th. The finalized recommendation will be presented to Village Board at the next board meeting. Notice of the Public Hearing will be completed on August 17th. Village Clerk Gallo said the residents will receive an email notification on the upcoming public hearing along with a link to the redline proposed amendments listed on the Village website.

b. Other Matters

I. BUSINESS FROM THE BOARD FOR DISCUSSION, CONSIDERATION AND, IF SO DETERMINED, ACTION UPON:

1. Mayor's Report

a. Village Picnic

Mayor Urlacher reminded the residents the Village Picnic is scheduled for Saturday, August 26th 11:00-2:00 pm at St. Basil Church.

Mayor Urlacher said the following weekend is the Serbia Fest. Mayor Urlacher added this year no parking will be allowed on Old School Road. The guests attending the Serbia Fest have been invited to park at the CDW parking lot. The church has arranged buses to shuttle their guests back and forth. Mayor Urlacher asked if you witness any attendees parking on Old School Road please call Howe Security, the Sheriff's Office or the Mayor for it to be resolved.

b. Request from Costco for Gas Pump Modifications

Mayor Urlacher said Costco has requested an approval to increase their current gas pumps from 6 to 12 pumps. Costco will be reducing 10 parking spaces in order to accommodate the 6 additional pumps to be installed. Mayor Urlacher would like the Board's consensus for the Village Engineer Anderson to review the plans and make a recommendation to the Board regarding the pump increase.

Upon a call of the roll, the following voted:

Aye: Trustees Bohm, Brennan, Maier, Pink and Sheldon

Nay: None

Absent: Trustee Towne

c. Request from Klein Thorpe & Jenkins, LTD for Hourly Rate Increase

Mayor Urlacher said Kline, Thorpe and Jenkins, LTD have requested an hourly rate increase of \$5.00. The last increase was approved in 2015. Mayor Urlacher said this hourly rate increase does not apply to the monthly retainer fee. Village Attorney Ferolo said the firm appreciates the relationship with the Village since 2012.

d. Building Report

Mayor Urlacher thanked Village Engineer Scott Anderson for the monthly building report and said it would be placed on file.

e. Other Matters

f. Village Administrator's Report

Village Administrator Irvin said he met with St. Basil's representatives with Trustee Pink to discuss the parking arrangements for the festival. No parking signs will be posted on Old School Road and along Bradley Road to ensure the surrounding residents are not impacted by the event. Village Administrator Irvin said St. Basil Church is also offering valet parking to reduce any parking issues.

Village Administrator Irvin said the BMW Championship will be held on September 12th and 17th. The majority of the parking for this event will be held at Six Flags Great America, Hawthorn Mall and the Aon Office parking lot. Village Administrator Irvin added all parking for this event will be held on hardtop surface areas. As a result, the Village will not be participating or impacted by the BMW event this year.

2. UNFINISHED BUSINESS

Mayor Urlacher said the items within Unfinished Business will remain tabled until next month for discussion.

3. NEW BUSINESS

- a. Approval of a Herbicide Spray at Riverwoods and Bradley Road by Forest Builders in the Amount of \$500

It was moved by Trustee Bohm and seconded by Trustee Pink approval for the herbicide spray at Riverwoods and Bradley Road by Forest Builders in the amount of \$500.

Upon a call of the roll, the following voted:

Aye: Trustees Bohm, Brennan, Maier, Pink and Sheldon

Nay: None

Absent: Trustee Towne

Mayor Urlacher declared the motion carried.

- b. Approval of a Proposal from Tallgrass for Oasis Park Maintenance in the Amount of \$8,820

It was moved by Trustee Bohm and seconded by Trustee Sheldon approval for the proposal from Tallgrass for Oasis Park maintenance in the amount of \$8,820

Upon a call of the roll, the following voted:

Aye: Trustees Bohm, Brennan, Maier, Pink and Sheldon

Nay: None

Absent: Trustee Towne

Mayor Urlacher declared the motion carried

- c. Approval to Authorize Anderson Engineering to Draft Plans and Cost Estimate for the Replacement of the Culvert on Mettawa Lane

It was moved by Trustee Brennan and seconded by Trustee Bohm approval to authorize Anderson Engineering to draft plans and cost estimate for the replacement of the culvert on Mettawa Lane.

Upon a call of the roll, the following voted:

Aye: Trustees Bohm, Brennan, Pink and Sheldon

Nay: None

Abstain: Trustee Maier

Absent: Trustee Towne

Mayor Urlacher declared the motion carried

- d. Approval of the Hourly Rate Increase for Klein, Thorpe & Jenkins, LTD.

It was moved by Trustee Brennan and seconded by Trustee Sheldon approval for the hourly rate increase for Klein, Thorpe & Jenkins, LTD.

Upon a call of the roll, the following voted:

Aye: Trustees Bohm, Brennan, Maier, Pink and Sheldon

Nay: None

Absent: Trustee Towne

Mayor Urlacher declared the motion carried.

- J. EXECUTIVE SESSION**
- K. CALL TO RECONVENE**
- L. ROLL CALL**

- M. MATTERS REQUIRING ACTION ARISING AS A RESULT OF THE EXECUTIVE SESSION**
- N. ITEMS TO BE REFERRED**
- O. FOR INFORMATION ONLY**
- P. ADJOURNMENT**

With no further business to conduct, it was moved by Trustee Brennan and seconded by Trustee Bohm that the meeting be adjourned.

Upon a call of the roll, the following voted:

In Favor: All

Opposed: None

Mayor Urlacher declared the motion carried and the meeting adjourned at 8:30 p.m.

Sandy Gallo, Village Clerk,